

**Please use this checklist to verify you meet all of the requirements  
necessary to obtain a marriage license in  
Allen County, Ohio**

\_\_\_ The marriage ceremony will be performed within **60 days** of the issuance of the license.

\_\_\_ At least one applicant must be an Allen County resident and the marriage ceremony will be performed within the State of Ohio.

OR

\_\_\_ Both applicants are out of state residents and the marriage ceremony will be performed within Allen County, Ohio.

**BRING THE FOLLOWING WITH YOU TO THE COURT:**

**Monday through Friday between the hours of 8:30 am -12:00 pm and 1:00 pm – 4:00 pm**  
**Marriage Applications will not be taken after 4:00 pm.**

\_\_\_ Printed copy of the fully completed and unsigned Marriage Application.

**THE MARRIAGE APPLICATION MUST BE TYPED.**

**HANDWRITTEN APPLICATIONS WILL NOT BE ACCEPTED.**

(Marriage Application must be signed in the presence of Court personnel)

\_\_\_ Valid government issued photo ID (driver's license, state ID, passport or Visa)

\_\_\_ Social Security number (card not required). Social Security numbers are held in confidence and are not a part of the public record.

\_\_\_ If you were previously married, you must provide the court with a file stamped copy of your divorce decree. Please call the court if you need clarification.

\_\_\_ \$50 License Fee (cash or credit card)

\*\*Persons 17 years of age may be licensed to marry only with the prior consent of the Juvenile Court (**Ohio Revised Code Section 3101.02(A)**). Persons under 17 years of age may not be licensed to marry by the State of Ohio.

**If all requirements are met, please continue with the application.**

**Thank you**

# MARRIAGE RECORD

No.

B-

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In the Matter of

Court of Common Pleas, Probate Division

and

(first, middle and last name)

Allen County, Ohio

(first, middle and last name)

## (APPLICATION MUST BE TYPED) MARRIAGE LICENSE APPLICATION

To the Honorable Judge of the Court of Common Pleas, Probate Division of said County:

The undersigned respectfully make application for a Marriage License for said parties and upon oath state:

### APPLICANT 1

### APPLICANT 2

Full Name (first, middle and last)	Full Name (first, middle and last)
Age last birthday and date of birth	Age last birthday and date of birth
Residence (street address, city, state and zip)	Residence (street address, city, state and zip code)
County of Residence	County of Residence
Birthplace (city and state or country)	Birthplace (city and state or country)
Occupation	Occupation
Father's Name (First, Middle, Last)	Father's Name (First, Middle, Last)
Mother's Name (First, Middle, Maiden Last Name)	Mother's Name (First, Middle, Maiden Last Name)
Number of Times Previously Married	Number of Times Previously Married

### PRIOR MARRIAGES

#### Applicant 1:

Name of former spouse \_\_\_\_\_ Marriage terminated by \_\_\_ Divorce or dissolution \_\_\_ Death of spouse  
If by divorce or dissolution: Date of decree \_\_\_\_\_ Case No. \_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_  
Name and age of minor children of the marriage: \_\_\_\_\_

#### Applicant 2:

Name of former spouse \_\_\_\_\_ Marriage terminated by \_\_\_ Divorce or dissolution \_\_\_ Death of spouse  
If by divorce or dissolution: Date of decree \_\_\_\_\_ Case No. \_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_  
Name and age of minor children of the marriage: \_\_\_\_\_

*That neither of the parties is under the influence of an intoxicating liquor or controlled substance or infected with syphilis in a form that is communicable or likely to become communicable. That the parties are not nearer of kin than second cousins, and there is no legal impediment to the marriage.*

\_\_\_\_\_  
**Applicant 1 (signature)**

\_\_\_\_\_  
**Applicant 2 (signature)**

Sworn to before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

TODD E. KOHLRIESER, Judge

By \_\_\_\_\_  
Deputy Clerk

### ENTRY

Marriage License issued this day to above Applicants.

Date: \_\_\_\_\_

TODD E. KOHLRIESER, Judge

By \_\_\_\_\_, Deputy Clerk